



**ROBERT B. TAYLOR**  
Chief Probation Officer

# COUNTY OF LOS ANGELES PROBATION DEPARTMENT

9150 EAST IMPERIAL HIGHWAY – DOWNEY, CA 90242

(562) 940 – 2501



November 18, 2008

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL TO EXTEND CONTRACT #76405 WITH THE RESOURCE COMPANY  
TO PROVIDE EVIDENCE-BASED PRACTICES (EBP) TRAINING SKILLS AND  
INTERVENTION SERVICES FOR THE PROBATION DEPARTMENT**

**(ALL SUPERVISORIAL DISTRICTS, 3 VOTES)**

**SUBJECT**

This is a request to authorize the Chief Probation Officer to modify an existing contract to provide Evidence-Based Practices (EBP) Training Skills and Intervention services for the Probation Department. The modification will extend the contract term for eighteen (18) months commencing December 4, 2008 through June 30, 2010 with no additional costs.

**IT IS RECOMMENDED THAT YOUR BOARD:**

Authorize the Chief Probation Officer to finalize and execute a modification, upon approval by County Counsel as to form, to extend a contract with The Resource Company (TRC) for the provision of Evidence-Based Practices (EBP) Training Skills and Intervention services for the Probation Department at no additional cost for the period of December 4, 2008 through June 30, 2010.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:**

The purpose of the recommended action is to authorize the Chief Probation Officer to finalize and execute a modification to contract #76405 with The Resource Company (TRC) upon approval from County Counsel, as to form. The modification will extend the current contract and enable TRC to continue delivery of evidence-based practices (EBP) training to selected staff in the Probation Department. The current contract was for the period of December 4, 2007 through December 3, 2008 in the amount of \$494,634. The contracted training was delayed due to a substitution of several EBP interventions that the Department adopted; the need to extend the training time period to minimize the use of overtime; waiting for the new Probation Case Management System (PCMS) to come on line because the EBP training is integrated into the PCMS, and waiting for start-up staffing of the Centralized Master Training Program (CMTP) and CBO Training Unit because these staff will be the Probation Department trainers.

To date, training for 12 EBP interventions have been identified. Of the 12 interventions, seven of the training sessions have started, five will begin during the 2009 proposed contract extension period, and training for all but one intervention will be completed by the end of the current fiscal year (June 30, 2009). Please refer to Attachment I for current Evidence Based Practices Master Training Schedule for January 2008 through December 2008 and Attachment II for EBP Master Training Schedule for January 2009 through June 2010.

Consistent with the authority provided under the current contract, the training modifications were mutually agreed upon and memorialized via written notification to TRC. Specifically, the modifications include the following:

- Train Quality Assurance Services Bureau (QASB) staff as Core Correctional Practices (CCP) and Motivational Interviewing (MI) master trainers, so they can train remaining line staff in the core components of evidence-based practices
- Train QASB staff in Principles of Effective Correctional Interventions and EBP and Theory and Practice of Cognitive-Behavioral Interventions
- Train 150 line staff from all the operating bureaus in Teaching Pro-Social Skills (TPS) instead of teaching 54 RTSB staff in Pathways substance abuse treatment, because the Department is going to use Alcohol and Drug Prevention Administration (ADPA) contractors to provide substance abuse treatment in selected juvenile camps and in the community
- Train 20 staff from Camps Scott and Scudder in Structured Psychotherapy for Adolescents Responding to Chronic Stress (SPARCS) instead of a New Freedom curriculum.



Since this is a fee-for-service contract, there will be no additional costs associated with the proposed extension.

#### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The recommended action is consistent with Goal #2 of the Countywide Strategic Plan, Organizational Workforce Excellence, Goal #3, and Organizational Effectiveness and Organizational. Implementation of the recommendations will enable the Probation Department to respond to the TCBA/CWLA audit recommendations.

#### **FINANCIAL IMPACT/FINANCING:**

The proposed contract extension will not increase the current contract sum of \$494,634. This funding is already in Probation's budget.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The current contract contains all of the most recent required provisions including, but not limited to, non-responsibility and debarment, child support compliance, GAIN/GROW, Safely Surrendered Baby Law, and the provisions of paid jury service time for their employees.

Probation will not require the contractor to perform services that exceed the Board-approved contract amount, scope of work, and/or contract dates.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommended action will ensure that Probation staff continues to receive consistent EBP training services that address the TCBA/CWLA audit recommendations thus, increasing the organizational effectiveness of the Probation Department.

**CONCLUSION**

It is requested that the Executive Officer/Clerk of the Board send a copy of the adopted Board Letter to:

Probation Department  
9150 E. Imperial Hwy., Rm. A66  
Downey, CA 90242  
Attention: Yolanda Young  
Contracts & Grants Mgmt. Division

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'RBTaylor', is written over a light blue horizontal line.

ROBERT B. TAYLOR  
Chief Probation Officer

RBT:YY:or

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Attachments

c: County Counsel

## ATTACHMENT I

### EBP Master Training Schedule for January 2008 – December 2008

No.	Task	1 <sup>st</sup> Qtr. 2008	2 <sup>nd</sup> Qtr. 2008	3 <sup>rd</sup> Qtr. 2008	4 <sup>th</sup> Qtr. 2008
1	EBP Principles (EBP) – 16 hours 4 additional QA trainings – 96 hours	Trained 17 CCP/MI trainers in EBP			See 4 <sup>th</sup> quarter detailed schedule
2	Core Correctional Practices (CCP) – 160 hours (4 weeks)	Trained 17 STO staff as CCP trainers	Certified 17 STO staff as CCP trainers		
3	Motivational Interviewing (MI) – 160 hours (4 weeks)	Trained 17 STO staff as MI trainers	Certified 17 STO staff as MI trainers		
4	Effective Case Management (ECM) – 24 hours				
5	EB Supervision/Management (EBS/EBM) – 16 hours	Trained 29 RTSB SDPOs	Trained 15 RTSB SDPOs		
6	Advancing the Skill Sets and Interaction Styles of the Support Team (ASSISST) – 24 hours				
7	Getting Motivated to Change (GM2C) – 4 hours	Trained 36 RTSB staff as facilitators	Trained 45 RTSB staff as facilitators		Training S/S staff as facilitators and CMTP staff as master trainers
8	Thinking for a Change (T4C) – 32 hours (classroom) + 24 hours (camps)	Trained 26 RTSB staff as facilitators	Trained 30 RTSB staff as facilitators		
9	Girls Moving On (GMO) – 48 hours for master trainers				
10	Teaching Pro-Social Skills (TPS) – 24 hours			Trained 30 CMTP, RTSB & AFSB staff as facilitators	Training 29 CMTP, RTSB & AFSB staff as facilitators
11	Structured Psychotherapy for Adolescents Responding to Chronic Stress (SPARCS) – 32 hours				
12	Carey Guides – 4 hours				

Notes:

2<sup>nd</sup> round of CCP/MI training was delayed by the juvenile/adult field bureaus, which were having staff vacancy problems during the year.

ECM training was delayed due to delays in implementing the Department's Probation Case Management System (PCMS), which is coming on-line on December 1, 2008.

ASSISST training was delayed by RTSB, because it could not handle any additional EBP training in the second half of 2008.

GMO master training comes after GMO facilitators at Scott/Scudder have run at least 3 complete small groups in GMO.

SPARCS and Carey Guides are substitute trainings that were added in October.



ATTACHMENT I

EBP Master Training Schedule for October – December 2008

Week of	Monday	Tuesday	Wednesday	Thursday	Friday
10/27	TPS Session #2 Nick Viglione	TPS Session #2 Nick Viglione	TPS Session #2 Nick Viglione		
11/3				ECI/EBP Principles for PEO and CMTP Charlene Taylor	ECI/EBP Principles for PEO and CMTP Charlene Taylor
11/10		Veteran's Day			
11/17				ECI/EBP Principles for PEO and CMTP Charlene Taylor	ECI/EBP Principles for PEO and CMTP Charlene Taylor
11/24				Thanksgiving	Thanksgiving
12/1				CBI Theory & Practice for PEO and CBOTU Charlene Taylor	
12/8	T4T of CMTP Staff Christine Toner		T4T of S/S Staff Christine Toner	CBT of CMTP Staff Christine Toner	CBT of CMTP Staff Christine Toner
12/8	PE for PEO Staff Charlene Taylor		PE for PEO Staff Charlene Taylor	CBI Theory & Practice for PEO and CBOTU Charlene Taylor	
12/15	PE for PEO Staff Charlene Taylor		PE for PEO Staff Charlene Taylor		

CBI ECI/EBP CBT CCP MI EBS/EBM ASSISST ECM GM2C GMO PE TPS



# ATTACHMENT II

## EBP Master Training

### Schedule for January 2009 – June 2010

No.	Task	1 <sup>st</sup> Qtr. 2009	2 <sup>nd</sup> Qtr. 2009	3 <sup>rd</sup> Qtr. 2009	4 <sup>th</sup> Qtr. 2009	1 <sup>st</sup> Qtr. 2010	2 <sup>nd</sup> Qtr. 2010
1	EBP Principles						
2	Core Correctional Practices	Train 20 CMTP staff as master trainers					
3	Motivational Interviewing	Train 20 CMTP staff as master trainers					
4	Effective Case Management		Train 60 staff of juvenile bureaus to train remaining staff				
5	EB Supervision/Management						
6	ASSIST	Train 48 RTSB supervisors to train their staffs	Train 72 RTSB supervisors to train their staffs				
7	Getting Motivated to Change						
8	Thinking for a Change						
9	Girls Moving On	Train 8 -10 GMO facilitators as master trainers					
10	Teaching Pro-Social Skills	Train 60 CMTP, RTSB, juvenile/ adult field staff as facilitators	Train 90 CMTP, RTSB, juvenile/ adult field staff as facilitators			Train 20-30 CMTP staff as master trainers (after 72 group sessions)	
11	SPARCS	Train 15-20 Scott/ Scudder staff as facilitators (1 <sup>st</sup> session)	Train 15-20 Scott/ Scudder staff as facilitators (2 <sup>nd</sup> session)				
12	Carey Guides	Train 40 juvenile/ adult staff	Train 40 juvenile/ adult staff				